

28 December 1948

All Bureau & Division Chiefs
Administrative Officer, FBIS

Change of Personal Status

1. In order that personnel records in this office and other interested branches may be kept current, it is necessary that information concerning change of address, change of name, marriage or other personal change be reported promptly.

2. All employees should be reminded to complete and submit to this office the following forms immediately upon occurrence of any change in their personal status.

Form 37-6 Personnel Information Form

Form 38-17 Personal Status Report

FOR THE CHIEF, FBIS

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